

Capital Improvements Advisory Committee
Conference Room Two
Minutes
January 21, 2009

Chairman Les Cole called the meeting to order at 6:00 P.M. Members present: were: Les Cole, John Mullin, Louis Robitaille, Robert Turgeon and Peggy Wagner. Staff Liaison present were Tony Martino and Mike Turner. Council Liaison Martin Walsh, Volunteer Ambulance Chief Phil Lombardo and Kathy Bagley were also present. No Committee Member was absent.

- A. Approval of Minutes of January 7, 2009. Motion by Robert Turgeon seconded by Louis Robitaille to approve the minutes. **All members voted in favor.**
- B. Public Comments – None
- C. Discussion of Beautification Needs – Mike Turner advised the only item on the Beautification Committee's prevue was to get the upgrades to the town hall parking lot that will go out to bid this spring.
- D. Discussion of Parks & Recreation Needs – Prior to starting her presentation Kathy Bagley thanked members for the funds provided this past year. She advised the following were accomplished with CIP, State Grants and donations: The 9/11 Sports Center was opened this September, The pre-school was moved to the west wing of the community center to make room for the fitness room, the Greenfield basketball court was replaced, the Little League Field at Millwoods were finished and Standish Park Phase One Sidewalks were completed. Kathy Bagley went over the needs of Park and Recreation n the priority order sent by the Park & Recreation Board.
 - 1. Mill Woods Park Soccer Field #1 - \$560,000 - Construct a new Soccer Field - This project is the construction of a regulation soccer field out past the dog park. The design and bid specifications for this field were completed at the same time the new Little League field was designed and built. During the construction of the new Little League field, the irrigation line for the soccer field was installed. These funds are for the construction of the soccer field. This soccer field was identified in the 2002 Mill Woods Master Plan Phase I. There were not enough funds to do both the Little League and Soccer field so the Park Board made the decision to complete the one field.
 - 2. Mill Woods Little League Parking Lot Design - \$18,000 - Design a Parking Lot for Little League Field - With the new lighted Little League field, parking needs to be looked at in this area of the park. The funds requested are to design a better parking area for this end of the park. Funds for a new parking lot are included in the CIP plan for the 2010-11 budget year. The designer will be asked to look at the existing parking and access road and provide a feasible design to better handle the parking needs and look at alternative materials for constructing the parking besides paving. This parking lot was identified in the 2002 Mill Woods Master Plan. Peggy Wagner asked what the cost of the parking lot would be. She was advised \$180,000 and the funds are being requested in the 2010/2011 Budget.
 - 3. Solomon Welles House Parking Lot - \$195,000 - Construct a Paved Parking Lot for Solomon Welles House - The current parking lot is composed of dirt and stone dust. It has no drainage and is constantly in need of maintenance. The parking lot must be re-graded throughout the year because the stone dust washes out and creates depressions and holes. The parking lot is not used due to standing water and/or ice for many days after every rain/snow event throughout the year. In the winter season, it is always icy with an uneven surface. This project involves installing drainage and constructing a paved parking lot. Chairman Cole asked how often the Solomon Wells House is used. Kathy Bagley advised on the average two afternoons during the week; two or 3 nights during the week and on weekends (Friday thru Sunday) two of the three days. The house is closed in August for cleaning.

4. High School Tennis Courts - \$50,000 - Repair 8 High School Tennis Courts - These 8 courts need to be repaired because new cracks have opened up on the surface. We did an extensive crack repair in 2006. The repair work has held up, but new cracks in different locations have opened up. These courts have the potential to become unplayable in the near future because of the cracks. We are recommending repairing the new cracks to gain some time as we pursue the funding of building 8 new courts. The cost to build the new courts is approximately \$400,000. The courts were built new during the 1992 High School renovation. Since then the town has sealed cracks in 1995 (\$1,950), 1999 (\$1900), 2003 (\$2,495), 2006 (\$34,000) and 2007 (2,275). More serious cracks have again opened up and will continue to do so after this winter season. Consultants have inspected the courts and reported that there is a lot of underground movement with water going on that is impacting the courts. New courts will have to be built with a better drainage system. The replacement cost for the courts are not included in the BOE High School Renovation Bond. Come spring we will see how bad the courts are to see what repairs need to be done. Kathy hates throwing good money after short fixes. Some day if the repairs are bad enough we might have to close the courts for use.
5. Baseball Fields - \$35,000 - Renovate Standish, Greenfield & High School Fields - These funds will pay for the materials necessary for the renovation of these 3 ball fields. Town maintenance staff will provide the labor to upgrade these fields. Standish and Greenfield Baseball fields have not been renovated in over 12 years. The work at these fields will involve the re-grading of the infield utilizing laser leveling and the removal of all lips, depressions and holes. New sod will be installed where necessary. The High School baseball field had some work done on the infield, but more work is necessary to remove standing water on parts of the infield and foul territory and re-grade those areas. Also, the lip between the infield and outfield needs to be removed and the area re-graded with new sod.
6. Community Center – \$25,000 - Repair Chimney and Re-point the Exterior Brick at the 9/11 Memorial Sports Center. - During the renovation of the 9/11 Sports Center, the building chimney was discovered leaking water into the building. A temporary fix was done from the inside to stop water from leaking into the building. The chimney needs to be rebuilt and made water tight. The chimney has been hit by lightning and over the years the bricks and mortar have decayed. It is critical that we fix this chimney. Also discovered during renovation was the decaying of the exterior brickwork at the Sport Center. It needs to be re-pointed. Minor repairs were done on the inside of the building in these areas to stop the water from leaching through the porous brick material. Actually the whole building needs to be re-pointed but we need to do the areas of worst decay at this time and they are located in the east wing (9/11 Memorial Sports Center). We have identified in future years, re-pointing all the deteriorating areas of exterior brickwork.
7. Standish sidewalks - \$28,000 - Phase 2 Sidewalk Replacement for Standish Park - The Phase 2 sidewalk replacement program at Standish Park encompasses two different sidewalk sections. The first section involves the replacement of the existing sidewalk from Mikey's Place playground to Hartford Avenue. This sidewalk is on a diagonal from the playground towards the basketball court on Hartford Avenue. The second section is a new sidewalk that would extend from Mikey's Place parking lot to Hanmer School parallel to Garden Street. These two sections would complete the sidewalk program for this Park. This work is necessary for the existing sidewalk because of its uneven surface with cracks and slabs lifting up out of the ground. The new sidewalk is submitted because the Town has received many requests to continue the sidewalk towards Hanmer School because of all the children walking in that area. Last year, the main sidewalk in the park was replaced from the corner of Hartford Ave. and Nott Street to the parking lot at Mikey's Place because of the uneven conditions of this existing sidewalk.
8. Cove Park Docks - \$30,000 - Permit Process with CT. Department of Environmental Protection and Final Design - This project began with a recommendation from the CIAC to

use funds from the Cove Preservation fund to hire an engineer to develop a conceptual design for new docks. A firm was hired and they developed a design for new docks and boat launch area. The conceptual design was reviewed by the Parks and Recreation Board with members of the public invited for their input. Also, town staff, police and fire department staff and the Harbormasters have reviewed the plan. Some changes were proposed and the plan was revised. The next step is to present it to the Town Council, Planning and Zoning Commission, Inland Wetlands Commission and Historic District Commission. After these presentations, it will be sent to the DEP for their review. The Town will need assistance from the engineering firm for review by DEP and then for final design, development of bid specifications and construction administration. The conceptual design recommends one dock system located in front of the Cove warehouse. It would handle the boating traffic and the town's police and fire boats. The new docks would be anchored by a combination of anchor blocks, chains and elastic rode. These elastic rode are capable of elongation, thus allowing the floats to safely rise as water levels rise. No pylons would be needed. The estimated cost for this new system is \$385,000, however we anticipate using \$100,000 from the Cove Preservation Fund to help pay for the new dock system. The request for the new dock system is included in the CIP plan for the 2010-2011 budget year. The DEP review process can take up to one year for approval. Chairman Cole asked if volume usage at the cove was up or down. Kathy Bagley advised last year was the same as the year before. With the current economy she is not sure what will happen this year.

9. Community Center - \$37,000 - Renovate Lobby - This project involves replacing the carpet, ceiling tiles, window treatments and furniture in the lobby and main hallway and painting the lobby and main hallway. This project is being requested to upgrade the lobby because of all the work done on the 9/11 Memorial Sports Center.

Kathy Bagley advised she received an e-mail from the Mayor to look at the small soccer field at Silas Deane Middle School. The field needs to be re-graded and sprinkled. The field gets a lot of use and is dry because it gets no water. Plans were to do both Deane fields in a future year, reducing costs by doing both fields at once. It will cost \$300,000 to do both fields at once. Kathy will get the Mayor and this committee the costs on doing the one field. Kathy also advised that there is a volunteer group that will be building a press box at the new Millwoods Little League Field.

NOTE: Kathy Bagley left at 6:37 PM.

- E. Discussion of Fire Department Needs – **NOTE:** Since Chief Clark was not present we went out of order on the agenda to let the Volunteer Ambulance Chief go first since he was here. In Chief Chuck Clark's absence Mike Turner reviewed the Fire Department requests:

1. Fire Station 1 – Generator System and Housing Replacement – \$100,000 – The current generator was purchased when the building was built. The generator is currently on a maintenance contract and serviced twice a year.
2. Fire Station 1, 2 & 3 – Replace Windows and Light Sensors – \$80,000 – This will add energy efficient. They would also like to put the lights on occupancy sensors. A CL&P audit showed that the sensors will not save money as these buildings are unoccupied most of the time. Mike Turner advised he was at a CL&P Seminar last week and there might be a rebate program coming forward to help with window replacement. Mike noted we have been trying to set up a window replacement escrow account to start building up funds to replace windows in various town facilities.
3. Fire Station 1, 2 & 3 Flooring Replacement – \$60,000 – They are looking to replace the carpeting in the various buildings. Carpeting will be purchased under the State Bid Process.

- F. Discussion of Volunteer Ambulance Needs – Chief Phil Lombardo reviewed the Volunteer Ambulance requests. The Chief advised their number one priority is siding the building of which funds are in this year CIP Budget. The Town and Ambulance Association are splitting

the cost of this project 50/50. Mike Turner advised the bids for this project will go out this spring. Chief Lombardo then went over his list for next fiscal year in priority order:

1. Volunteer Ambulance – Parking Lot / Driveway Reconstruction - \$150,000 – This parking lot has gotten increase usage. Parents park there for games. Residents from Mitchell Housing park there and use the parking lot as a shortcut to walking to get the Millwoods Park trails. The parking lot is cracked and has numerous holes. This is turning into a safety issue.
2. Volunteer Ambulance Floor - \$30,000 – The kitchen floor has settled and there are cracks that keep getting worse. During the elections monitor officials are using the kitchen and it is becoming a safety issue.
3. Volunteer Ambulance - Generator Replacement – \$40,000 – We had water pouring in thru the street hookup to the electrical panel. That has now been fixed with a storm cap. When the power was shut off to fix the water flow problem the generator kicked in and died out after an hour. We need to replace this unit. Mike Turner advised this generator like the other town generators in on a maintenance service contract.
4. Roof Replacement – Volunteer Ambulance – \$30,000 – An emergency patch was done last spring and there have been no problems since that time. This is to replace the flat roof, not the pitched roof.

Chief Lombardo advised they will start using the facility for other events. There is an Amateur Radio Course being taught there. Chief Lombardo will be teaching EMT Courses – First Aid and CRT Courses for residents. They will be having a fundraiser on February 21st at the Wolf Pack Game to raise funds. .

- G. Discussion of Town Building Needs – Mike Turner advised all the issues were addressed last meeting but we showed the category in case something came up for discussion.
- H. Old Business
1. Roof Priority Report – Mike Turner advised he was having problems getting on the data base to run the report. He will get the report for the next meeting.
 2. Drainage Priority Report – Mike Turner advised the report is in estimate order, not priority order. Whatever funds we get we will use to accommodate as many projects that will affect as many people as possible. The committee was advised we just did the Hartford Avenue project. It was a \$45,000 job that came in at \$15,000 and was done satisfactorily. The funds left over will be used to do other drainage projects on the attached list.
 3. Stimulus Package Article – Tony Martino advised there was an article in Saturday's Hartford Courant that advised Wethersfield might receive \$732,500 from the Obama Stimulus Package for Education Projects. Some of the projects are in the CIP Budget Requests. At this point we don't know which projects are in the \$732,500 figure. Once we hear something we will keep you advised.
- I. Next Scheduled Meeting – Next Scheduled Meeting will be at 6:00 P.M. on January 28, 2009 in the Town Manager's Conference Room.
- J. Adjournment - Motion by Louis Robitaille seconded by John Mullin to adjourn. **All members voted in favor.**

Meeting adjourned at 7:03 P.M.

I hereby certify that the above is a true copy of the minutes approved by the Capital Improvement Advisory Committee

Michael J. Turner
Town Engineer
Town Staff Liaison

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